



IN REPLY  
REFER TO

**DEFENSE LOGISTICS AGENCY**  
DEFENSE ENERGY SUPPORT CENTER  
8725 JOHN J. KINGMAN ROAD, SUITE 4950  
FORT BELVOIR, VA 22060-6222

FILE 770.016 (5)(2)

DEFENSE ENERGY SUPPORT CENTER – BQ

September 26, 2001

MEMORANDUM FOR DCMAL-OCT

SUBJECT: Intoplane Quarterly Sampling, Visit Schedules, and Reports

We continue to experience method and sampling location problems with Intoplane contractors while collecting required quarterly samples (Ref: MIL-STD-1548C & Contract C2 Clause). Many of the samples are being drawn from refueler over-the-wing hoses. Often the hoses are allowed to set dormant for long periods of time and the samples are failing the Thermal Stability Analysis. Lengthy investigations often point toward the hoses. After extensive research with hose manufacturers and suppliers, we have determined that the hoses are likely to be causing the failures. Contract requirements state *"samples to be submitted for testing shall be taken during flow from a refueler or aircraft servicing unit downstream of the units filtration vessel"*. The key words here are *"under flow and downstream of filtration"*. Effective immediately, request your DCMA Quality Assurance Representatives (QARs) enforce this requirement. If the refueling equipment does not have permanently installed sampling connections (Millipore is the most widely used), please have the QARs request contractors have an in-line connection installed to satisfy proper location and sampling. The idea for the quarterly sampling is not to sample the hose but to collect as representative a sample as possible that reflects genuine system conditions.

Another concern is that many Fuel QARs are not forwarding Intoplane site visit reports to the Contracting Officers (List of current Contracting Officers attached). The same applies to the DCMA Specialized Safety Representatives (SSRs). We request SSRs performing Intoplane site visits where a Safety and Quality Representative individually perform oversight coordinate and schedule all visits concurrently with the cognizant QARs. Accordingly, all written reports should be agreed upon, coordinated, and forwarded as one report (preferably from the QAR) within five days after return from the inspection. Corrective Action Reports, if issued should also be included in the package sent to the Contracting Officers for filing in the official contract file. These reports provide for an excellent reference to the caliber of performance.

In the case of Pre Award Surveys (PAS) at Intoplane sites the PAS monitor should designate the QAR as the lead and SSRs should accompany them only when requested. Here again, these surveys should be conducted concurrently and reports should be agreed upon and forwarded as one report. During exit briefings and soon after periodic Intoplane visits, a report of some kind should be presented to the contractor. This will allow the contractor to proceed with corrective action quickly, where necessary.



Some contracts contain line items for contractors to provide Fuel Systems Icing Inhibitor (FSII) to Intoplane customers. The contractor verification for compliance of this requirement is monthly. We have been experiencing problems with contractors properly performing this test in accordance with ASTM D 5006. Required testing equipment has not been available in some cases. Please ask QARs to verify that contractors are performing this test correctly and within the prescribed contract interval requirements (every 30 days). Contracts containing MIL-STD-1548D are required to include FSII testing on the DD Form 1222 during quarterly submissions. As a reminder, the sample can preparation, sampling, packaging, and shipping process shall be witnessed by the cognizant QAR every six-months.

Further, please advise QARs that in-country contract exceptions for laboratory testing are becoming more difficult to obtain. All overseas QARs should be reminded to communicate to contractors they are responsible to forward copies of all quarterly test results from other than US Government Laboratories. to Det. 3, WR-ALC/SF, Bldg. 1621K, 2261 Hughes AV., Suite 123, Lackland AFB, TX 78226 (Fax: (210) 925-2025. In some cases, QARs have been forwarding the test results. Either way, it is the responsibility of the Intoplane Contractor to ensure all quarterly test certificates obtained from approved in-country laboratories are forwarded to the above address in a timely fashion.

Please disseminate this information to all domestic and overseas DCMA QARs at your earliest convenience. This is a coordinated DESC-BQ/PH request. POC for this correspondence is Robert M. "Bob" Hooks at (703) 767-8743 or by e-mail at [rhooks@desc.dla.mil].



LEE OPPENHEIM  
Chief, Quality Operations

Attachments:

1. Contact List & Numbers

Cc:  
DESC-PH

## **Contact Numbers and Function**

### **DESC-PH (Specialty Fuels)**

<b>Ms. Deborah Van Kleef</b>	<b>Chief, Specialty Fuels Division</b>	<b>(703) 767-8501</b>
<b>Ms. Kathryn Fantasia</b>	<b>DESC-PHC Contracting Officer</b>	<b>(703) 767-8466</b>
<b>Ms. Andrea Kincaid</b>	<b>DESC-PHA Contracting Officer</b>	<b>(703) 767-8483</b>
<b><u>Alternates:</u></b>		
<b>Ms. Tammy Baltzell</b>	<b>DESC-PHC Contracting Officer</b>	<b>(703) 767-8469</b>
<b>Ms. Sandra Caesar</b>	<b>DESC-PHA Contracting Officer</b>	<b>(703) 767-8494</b>

### **DESC-BQ (Quality Operations)**

<b>Mr. Robert "Bob" Hooks</b> <b>AOR – Americas East</b>	<b>DESC-BQC (COR Domestic)</b>	<b>Wk: (703) 767-8743</b> <b>Cell: (703) 851-2716</b>
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